

Town of Brookline

Massachusetts

**Department of Planning and
Community Development**

Town Hall, 3rd Floor
333 Washington Street
Brookline, MA 02445-6899
(617) 730-2130 Fax (617) 730-2442
TTY (617) 730-2327

Kara Brewton
Director

To: Economic Development Advisory Board
From: Sophie Robison, Economic Development and Long-Term Planner
CC: Kara Brewton, Meredith Mooney, Anne Meyers, and Paul Saner
Date: December 2, 2021
Re: Recommendation on Rifrullo Café's Façade Loan Application

Overview

The Town of Brookline façade loan program was established to encourage business and property owners to undertake improvement to their commercial storefronts. This program is offered through the Economic Development Division of the Planning & Community Development Department to support Brookline's commercial areas. The program's objective is to create lasting community benefits that go beyond the individual storefronts that enhance the overall streetscape and strengthen the identity of our commercial areas. Eligible improvements are limited to those that will be made to the exterior front or sides (facades) of buildings that impact the visual aesthetics of the property. Exterior painting, signage, awnings, lighting, windows/door replacement or modification, and building/storefront/façade restoration are eligible as well as minor landscaping.

Analysis

The enclosed application submitted by Colleen Suhanosky, owner of Rifrullo Café and a member of the Small Business Development Committee (note that this application was submitted prior to her SBDC membership), includes several improvements that satisfy the eligibility criteria for the Town's façade loan program. The scope of the project includes various COVID inspired updates that are meant to make the storefront more open and interact with outdoor seating. The new windows that this loan will cover will increase transparency and allow passersby to see into the café. They will also allow the windows to open and allow fresh air to enter, and are anticipated to provide improvements to the overall energy efficiency of the building. The business owner expects the windows to be delivered in January/February 2022, notwithstanding global supply chain issues. The window renovation is part of a larger effort by the owner to restore the storefront in 2022. This proposal has already been approved by the Planning Board and will create lasting community benefits as well as strengthen the identity of the Boylston Street Corridor by restoring and preserving the character of a highly visible storefront in the business district.

Conclusion

The project has a total estimated cost of \$32,000. Staff has reviewed the cost estimates provided and determined that at least \$10,000 of work, specifically for window improvements, are eligible for façade loan funding. Given the scope of the work, staff recommends that the application receive a loan in the amount of \$10,000 to be disbursed upon completion of the work.



Town of Brookline

Massachusetts

Department of Planning and
Community Development

Town Hall, 3rd Floor
333 Washington Street
Brookline, MA 02445-6899
(617) 730-2130 Fax (617) 730-2442

FACADE LOAN PROGRAM

The Town of Brookline façade loan program was established to encourage business owners and property owners to undertake improvements to their commercial storefronts. This program is offered through the Economic Development Division of the Planning and Community Development Department to support Brookline's commercial areas. The program's objective is to create lasting community benefits that go beyond the individual storefronts that enhances the overall streetscape and strengthens the identity of our commercial areas.

Eligible Improvements are limited to those that will be made to the exterior front or sides (facades) of buildings that impact the visual aesthetics of the property. Exterior painting, signage, awnings, lighting, windows/door replacement or modification, and building /storefront/façade restoration are eligible as well as minor landscaping.

Façade Loan Program Guidelines:

Maximum Loan Amount: \$10,000

Interest Rate: None

Loan Term: Repayment is in 4 equal installments, paid annually commencing year following loan fund disbursement

Administration Fee: 1% of loan, payable when loan is approved

Design Fee Limitation: Eligible design fees may not exceed 10% of total project costs

Security: Personal guarantees

Fund Dispersal: Once improvements are complete, applicant submits proof of expenses, and a payment request to the Economic Development Division. The Economic Development Division will arrange a site inspection to view and approve the improvements. After the project is deemed complete with no outstanding punch list items, the will Town process a check within 4 weeks.

Priority: Grants will be made on a first-come, first-served basis until budgeted funds are committed. Starting in 2012, priority will be given to those applicants that are making energy-efficiency improvements (such as windows or sealing).

Application Timeframe: Complete Applications will be approved/disapproved within 30 days of receipt.

Project Completion: Improvements must be completed within six months of Town approval of the application, unless the Town grants a written extension.

Checklist for Eligibility to Façade Loan Program:

- ☒ Program applicants must either be property owners or commercial tenants
- ☒ If the applicant is a tenant, written permission from the property owner must be provided as indicated on the application

Checklist for Façade Loan Program Application:

- ☒ Completed Façade Improvement Application with Property Owner Approval (Business Owners Only)
OR Completed Application with Title Report or Copy of Deed (Property Owners Only)
- ☒ Façade Improvement Plan including any documentation required by the Department of Planning and Community Development
- ☒ Cost Estimates from a minimum of two contractors when applicable
- ☒ Return the completed application and attachments to the Economic Development Division

Checklist for Town Façade Approval:

- ☒ Obtain Planning Board Approval by
 - a. submitting Façade Improvement Plan to the Planning Department Staff for pre-review
 - b. attend a Planning Board Sign and Façade Design meeting for review and approval
- ☒ Obtain a building permit from the Building Department, following Planning Board approval

Please contact the Economic Development Division with any questions about the Façade Loan Program.

Phone: 617-730-2050

A&B Realty
PO Box 298
Brookline, MA 02446

May 5, 2021

As property owner of 147 Cypress Street in Brookline, I hereby approve of facade changes to the front windows and the door entry.

Sincerely ,



Syroos Sanieoff
A&B Realty



Department of Planning and
Community Development

Town Hall, 3rd Floor
333 Washington Street
Brookline, MA 02445-6899
(617) 730-2130 Fax (617) 730-2442
Alison Steinfeld, Director

Town of Brookline Massachusetts

FAÇADE LOAN PROGRAM APPLICATION

Name of Applicant COLLEEN SUHANOSKY

Name of Business RIFRULLO CAFE

Address of Business 147 CYPRESS STREET

Telephone Number 617 505 6727 Fax Number —

Email Address COLLEEN@RIFRULLOCAFE.COM

Type of Business CAFE Loan Amount \$ 10,000

Applicant is the ☐ Property Owner ☒ Business Owner

Property Owner's Name (if different) SYR003 SANIEOFF

Property Owner's Address PO BOX 298 BROOKLINE, MA 02446

Property Owner's Signature _____

Property Owner's Telephone Number 617 851 3667

Please attach a description of the scope of work and estimated budget for the façade improvement. In addition, include sign plans (including photo simulations) illustrating the proposed façade improvements. Mail or hand-deliver the completed application to: Economic Development and Long-term Planning Division, Town of Brookline, 333 Washington Street, Town Hall, Brookline, MA 02445

Building Permit for Rifrullo Café, for reference in Façade Loan Application (from Colleen Suhanosky)



TOWN OF BROOKLINE
 PERMIT NO **BP-2021-001343**
 ISSUE DATE **9/27/2021**
 APPLICANT **Colleen Suhanosky**

Building Department
 (617) 730-2100
 Area Insp.: **Jason Granai**
 Insp. Phone: **617-730-2095**

BUILDING PERMIT

JOB WEATHER CARD

AT (LOCATION) 147 CYPRESS STREET	ZONING DISTRICT L-0.5 LOCAL BUSINESS	Type: Commercial Building
---	---	----------------------------------

MAP BLOCK LOT 319-12-00

BUILDING IS TO BE: CONST TYPE

USE GROUP

TO PERFORM THE FOLLOWING WORK:

Window replacement using town of brookline facade loan program. Changing front windows to sliding open air. Case #2021-00052. Compliant with 780 CMR and Brookline Zoning By Laws

AREA (SQ FT) **10,887.00** EST COST(\$) **25000** PERMIT FEE(\$) **500.00**
 OWNER: **SANIEOFF, TRS, SYROOS & SIEON**
 ADDRESS: **P O BOX 702**
BROOKLINE, MA 02446

CONTRACTOR	
LICENSE	CS-091626 Construction Engineer
Michael Sammon	
Milton, MA 02186	
PHONE:	

POST THIS CARD SO IT IS VISIBLE FROM STREET

BUILDING INSPECTION APPROVALS

Electric Rough: Final:	Gas Rough: Final:	Plumbing Rough: Final:	Building Excavation: Footings: Foundation: Rough Frame: Firestopping/Fireblocking: Insulation: Final:
D.P.W. Water: Sewer:	Fire Smoke: Alarm: Sprinklers:	Health Misc. Dept / Insp Final:	

THIS PERMIT MAY BE REVOKED BY THE TOWN OF BROOKLINE UPON VIOLATION OF ANY OF ITS RULES AND REGULATIONS. THIS CARD IS THE PROPERTY OF THE TOWN OF BROOKLINE AND MUST BE RETURNED TO THE BUILDING DEPARTMENT AT THE TIME OF JOB COMPLETION.

MGL CH142A HOME IMPROVEMENT CONTRACTOR REGISTRATION. PERSONS CONTRACTING WITH UNREGISTERED CONTRACTORS DO NOT HAVE ACCESS TO THE GUARANTY FUND IN THE EVENT OF A DISPUTE.

Signature: _____

ALL WORK SHALL CONFORM TO THE STAMPED OR ENDORSED APPLICATION AND PLANS FOR WHICH THIS PERMIT HAS BEEN ISSUED (107.4). THIS PERMIT WILL BECOME NULL AND VOID IF CONSTRUCTION IS NOT STARTED WITHIN 180 DAYS FROM THE DATE THE PERMIT WAS ISSUED (105.5). APPROVED PLANS MUST BE RETAINED ON THE JOB AND THIS CARD MUST BE DISPLAYED UNTIL FINAL INSPECTION (105.7, 107.3.1). SEPARATE PERMITS ARE REQUIRED FOR PLUMBING, GAS, ELECTRICAL, SHEETMETAL, MECHANICAL AND SPRINKLER INSTALLATIONS. THIS PERMIT CONVEYS NO RIGHT TO OCCUPY ANY STREET, ALLEY OR SIDEWALK. A DEBRIS REMOVAL FORM AS REQUIRED BY THE STATE BUILDING CODE MUST BE ON FILE WITH THE PERMIT (105.3.1.4).

A. EXCAVATION BEFORE POURING OF CONCRETE

(24 hr. notification before time of delivery)

B. FOOTING - SOIL - REBAR (if applicable)

C. FOUNDATION BEFORE BACKFILLING

(Foundation drain / dampproofing in place)

**** FOUNDATION AS BUILT ****

**** MUST BE SUBMITTED PRIOR TO PLACING SILL ****

(Failure to submit at this time, contractor/homeowner cont. at own risk)

E. ROUGH WIRING - ROUGH PLUMBING / GAS - ROUGH FRAME

(drywall fire rated assembly / rated recessed lighting if applicable)

ROUGH MECHANICAL - SPRINKLER

(WEATHER TIGHT SHELL & FIRESTOPPING IN PLACE)

F. INSULATION

G. FINISH WIRING, PLUMBING / GAS, MECHANICAL AND SPRINKLER

§8.15.6 CONSTRUCTION HOURS 7 A.M. to 7 P.M. Monday thru Friday, and 8:30 A.M. to 6:00 P.M. Saturdays, Sundays and Holidays.

§7.5.8 IDLING OF MOTOR VEHICLES. No person shall permit the unnecessary operation of the engine of a motor vehicle while said vehicle is stopped in excess of five minutes.

FEE DESCRIPTION	RECEIPT NUMBER	DATE PAYMENT	CHECK NUMBER	AMOUNT
Building Permit (see BP-0001 portion of value ONLY - \$)	1657171	8/25/2021		\$500.00

Boston Glass Group
 801 Boylston St
 Chestnut Hill, MA 02467
 +1 6178127251
 info@bostonglassgroup.com
 www.bostonglassgroup.com

Estimate



ADDRESS
 Colleen Suhanosky
 Rifrullo Cafe
 147 Cypress Street
 Brookline, MA USA

ESTIMATE #	DATE
3600	03/15/2021

P.O. NUMBER
 147 Cypress Street

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Aluminum Storefront / Entrance - Materials Storefront enclosure using 1" insulated glass unit with solarban 60 on all glass products (for door and stationary sidelite).	1	3,600.00	3,600.00T
	2" x 4 1/2" series 3000 CS Thermal Framing			
	Wide Style Framing, Left Hand Out door swing			
	1" glass stops			
	10" bottom Rail			
	Deadbolt locks			
	Push Pull Handle			
	Photos and final Submittals to be approved upon ordering.			
	Aluminum Storefront / Entrance - Materials Aluminum Sliding window system	1	7,515.00	7,515.00T
	1" thick Insulated glass unit using 3/16" Tempered LoE 272 over 3/16" tempered clear			
	Frame sized 105 1/4" x 92 1/2" using Solar Innovations Standard Anodized Finish			
	Exterior Sill Color - Clear Anodized			
	3 Panel Sliding System			
	Three Track sliding system.			
	Hardware and exact configuration TBD upon ordering.			
	Photos and final Submittals to be approved			

Please note that there is an additional 3% fee incurred onto the total for credit card payments. To avoid this processing fee, please pay by check or cash or ACH. We apologize for any inconvenience.

DATE	ACTIVITY	QTY	RATE	AMOUNT
	upon ordering.			
	Aluminum Storefront / Entrance - Labor	1	2,500.00	2,500.00
	Labor to remove and discard existing (broken) storefront glass.			
	Labor to furnish and install new storefront frames and insulated glass units.			
	Exclusions include - Permits, and any interior trim painting to be done by others.			

SUBTOTAL	13,615.00
TAX	694.69
TOTAL	\$14,309.69

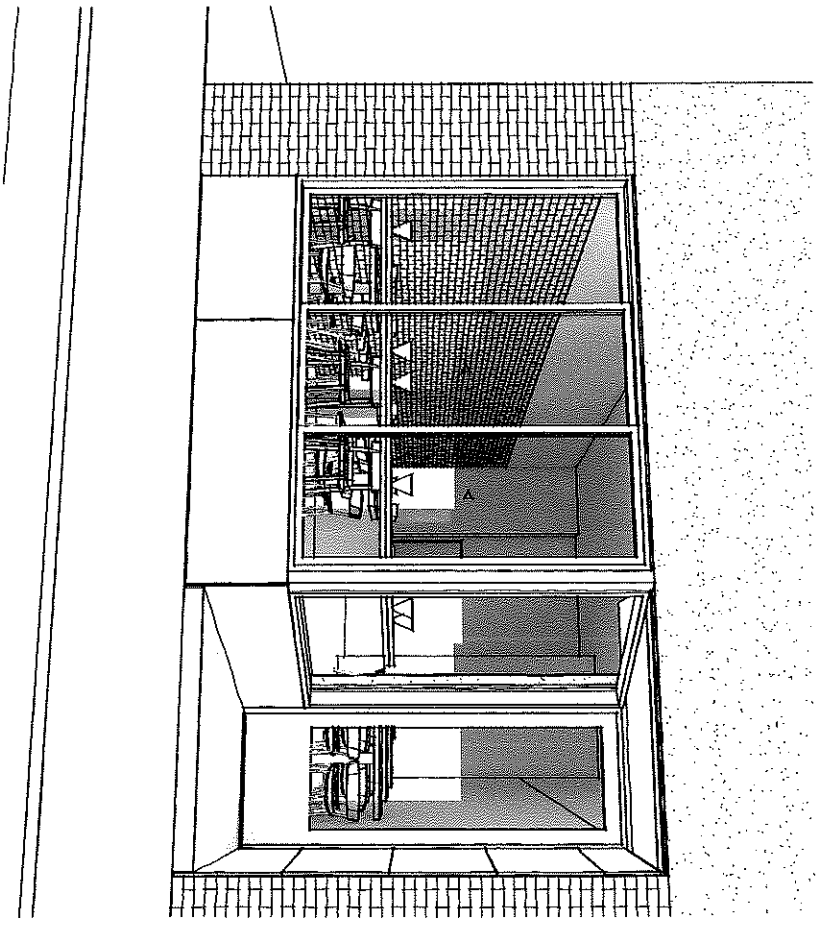
Accepted By

Accepted Date



RIFRULLO CAFE : BLACK SLATE OPTION
NEW WINDOW AT FULL SIZE OF EXISTING OPENING
THREE PANEL OXX SLIDING DOOR (AS WINDOW)
ARROWS INDICATE DIRECTION OF OPERATING PANELS
DIMENSIONS ARE 8'-10" WIDE X 1'-9" HIGH (ROUGH OPENING - VERIFY IN
FIELD)
ALSO NEW DOOR- FULL HEIGHT OF OPENING, AND NEW SIDE GLAZING IN
NEW FRAME IN VESTIBULE
NOTE: COUNTER IS BEHIND WINDOW, DOES NOT INTERRUPT GLAZING.

JAMES CARR AIA 017-595-6351



03.25.21